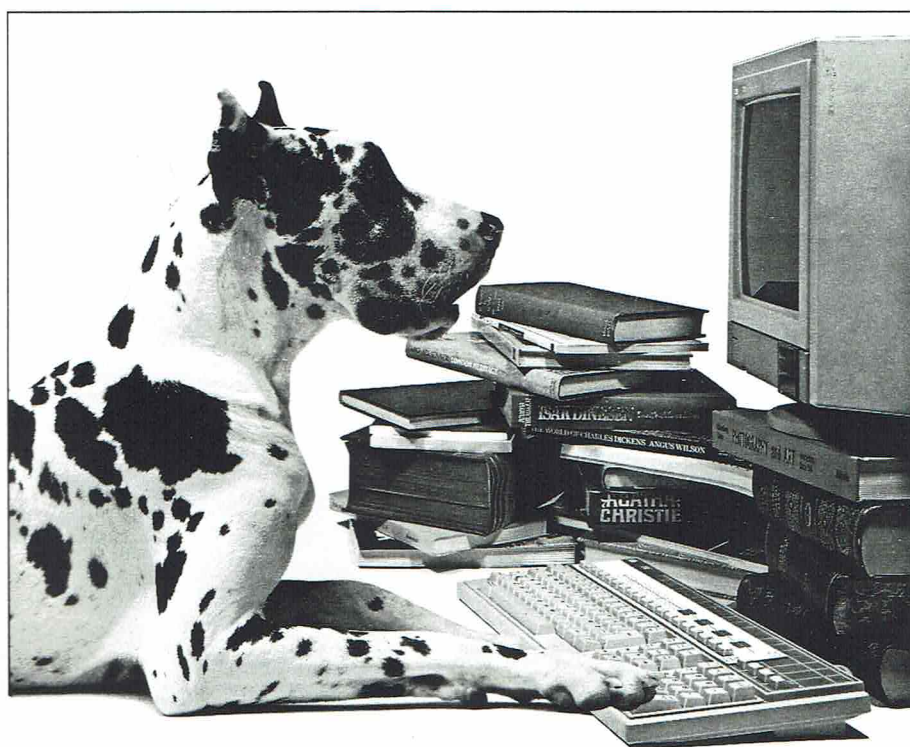


# Supermax Library System

## SYSTEMS OVERVIEW



dde

supermax

- another  
quality solution  
from DDE

# The Integrated and Open Library Management System

Supermax/LS is a comprehensive and integrated system developed by DDE's library experts for library staff and users. Supermax/LS is extremely powerful yet very easy to use.

Supermax/LS conforms to the standards for the open UNIX operating system, ensuring the freedom to

select the hardware platform according to the needs and requirements of the individual library.

Supermax/LS utilizes the industry standard Oracle relational database, which provides an instant response even for complicated tasks.

## The Tailored Standard System

Supermax/LS enables tailoring of the system to meet the specific requirements and policies of the individual library. This process of "trimming the system" is a standard routine exercised for any customer

installation and continued by library staff for future corrections and amendments. "Trimming" covers the facilities for database management, parameterization, screen editing and formatting of data.

### **"Trimming the system" includes some of the following procedures:**

- \* Creation of database, defining logical databases, search codes, etc.
- \* Definition of users, user menus, access rights, display formats, print formats, user messages, help screens, etc.
- \* Definition of cataloguing templates, acquisition policies, suppliers, budget structures, currencies, etc.
- \* Definition of the holdings information profile at 5 possible levels, e.g. library site, department, location, sublocation, and item category.
- \* Definition of library policies on circulation: Loan policies, borrower categories, recalls, overdue, fines, accounting, etc.

The availability of the "trimming" facilities further clarifies why Supermax/LS is being used by so many types of libraries.

Once entered into the system, data can be used repeatedly. Supermax/LS eliminates the need to retype data and enables the user to carry data over from task to task.

Supermax/LS is a real-time library system. Data entered is readily available to all users and to system processes, hence the library is always able to work with fully updated information and avoid the inconvenience of inaccurate data.

## **Supermax/LS, module by module**

Supermax/LS is a modular system. Libraries need only acquire those modules which are necessary to meet their specific requirements.

To ensure simplicity of operation across Supermax/LS, DDE has designed the use of function keys and user dialogue so that they are the same for all modules.

## **The modules are:**

- \* Catalogue & Information Retrieval
- \* On-line Public Access Catalogue (OPAC)
- \* Holdings Management
- \* Circulation
- \* Acquisitions and Serials Control
- \* Inter Library Loans
- \* Management Information & Statistics (MIS)



# **Catalogue & Information Retrieval**

This module handles the two important library functions, supporting the international standards CCL and MARC.

## **Catalogue**

With Supermax/LS, records can be imported either from the library's previous system or from central databases. These records can be corrected and expanded.

All types of material can be catalogued with Supermax/LS using dedicated templates for the specific tasks. Templates can be designed by the library to provide guidance for staff who do not perform this function regularly.

Fully MARC-formatted as well as "blank screen" cataloguing is available for experienced staff.

Authority control and validation is an auxiliary service, ensuring adherence to agreed standards.

Library records can be exported in the correct format required by the recipient, making it easy to fulfil external obligations.

## **Information Retrieval**

Supermax/LS is free text information retrieval system. The full ISO 8777 CCL (Common Command Language) is supported.

The information retrieval facilities in Supermax/LS are so comprehensive that literally any need can be met.

## **For instance:**

- \* Free text searching on all terms, parts of terms and phrases
- \* Searching by field code
- \* Boolean operators
- \* Truncation, left and right
- \* User-defined databases within the database
- \* and lots more.....

Context-sensitive help is provided throughout Supermax/LS.





# On-line Public Access Catalogue (OPAC)

The objective of the Supermax/LS OPAC module is to provide borrowers with uncomplicated access to information on the library's holdings. Facilities for reservations can be made available on completion of the search by the borrower.

## The OPAC standard features include:

- \* Search on author, title, subject, class number, etc
- \* Scanning of indexes
- \* Pop-up menus for choice of display formats

The Supermax/LS OPAC can be edited and expanded by the individual library to accommodate the needs of its specific user groups.



# Holdings Management

The holdings file is created by attaching an item number to each individual record in the catalogue. By using bar code marking the library assigns numbers by scanning, ensuring efficient registration without errors.

Supermax/LS can report or change the status of each library item instantly from the holdings file. This facility is utilized by other modules.



## Facilities available in the holdings module include:

- \* Reuse of data from the retrieval and acquisitions modules
- \* Pop-up menus with predefined selectable holdings information
- \* Weeding and deleting options
- \* Bulk corrections

The library organization is represented in the holdings file by means of the library profile. The profile can be edited by the library staff to reflect the current structure and can accommodate 5 levels of organization.



## Circulation

The Supermax/LS Circulation module is based on modern bar code scanning technology, contributing to an efficient user service.

All borrowers are registered in a file. The circulation module checks the file before any transaction is executed. With Supermax/LS the library can implement its own policies and procedures and the circulation module will ensure that all borrower-related transactions comply.

The module provides dedicated screen layouts for every borrower-oriented function. Switching from one function to another, however, only requires one or two keystrokes. The various needs of borrowers can thus be serviced from any terminal and the data, once entered or retrieved, can be carried along through the process.

### **Other facilities include:**

- \* Extensive parameterization facilities for loan periods, borrower categories, item categories, overdues, reservations, etc.
- \* Extensive user defined printout and reporting functions including receipts and borrower status
- \* Definition of short term loans
- \* Calculation of fines and charges incl. accounting

Supermax/LS offers an off-line, standalone PC-based circulation system for back-up purposes. Any transaction performed during back-up will be uploaded to the main system as soon as the on-line connection is re-established.

Altogether Supermax/LS considerably improves borrower-related activities and at the same time substantially enhances control procedures.



## Management Information & Statistics (MIS)

Optimizing the allocation of library resources requires information on current usage. The Supermax/LS MIS module collects this information continuously.

The MIS module will supply the library with all the information needed for internal optimization as well as for budget discussions with the funding authorities.

### **It's features include:**

- \* Circulation statistics by holdings, borrower categories, terminals, etc.
- \* Holdings, acquisitions, and weeding by different profile levels
- \* Acquisition statistics on resource management and performance
- \* Borrowers and borrower activities
- \* Holdings and circulation statistics on single records or any searchable records combinations from information retrieval
- \* User defined statistics and reports



## Acquisitions

Many libraries acquire thousands of items annually. Controlling this procedure manually is a cumbersome task, and it is often difficult to maintain updated records on the accumulated status of acquisitions.

The module includes: Pre-ordering, Ordering, Receipt, Automatic

and individual reporting and printout facilities, Supplier control, Budget control, Currency control, etc.

The Supermax/LS Acquisition module is designed to manage the entire acquisition process, offering facilities for comprehensive budget control.

### **These facilities include:**

- \* Status of acquisitions per item type vs. budget
- \* Library or ad hoc defined status of sub-groups of items
- \* Consumption per organizational unit vs. budget
- \* Accumulated actuals vs. budget



## Serials Control

Serials often cause severe administrative problems for the modern library. The Supermax/LS Serials Control module relieves libraries of time-

consuming effort in this respect, adding a number of benefits in the process.

### **These benefits include:**

- \* Control of each individual serials issue
- \* Reservation of issues available to borrower
- \* Distribution and circulation control
- \* Full subscription control







# Inter Library Loans

The ultimate objective of the Inter Library Loan module is to eliminate any paperwork associated with this discipline.

Supermax/LS will handle "paper" procedures as well as EDI-based ILLs.

## **Some of the benefits of Supermax/LS ILL are as follows:**

- \* ILLs benefit from the same control facilities as the library's own holdings
- \* The ILLs can be executed in batch form overnight or on-line as required
- \* The ILL module can print out ILL forms for libraries with no external data communication connections
- \* Other libraries' databases can be made searchable by the library's borrowers

## About DDE

Founded in 1975, Dansk Data Elektronik A/S (DDE) is one of the largest system and software houses in Denmark with approximately 450 employees and an annual turnover of approximately 460 million DKK.

The company is based in Copenhagen, Denmark, and is represented in most European countries and the Far East by local subsidiaries and distributors.

UNIX and Oracle have been cornerstones of DDE's development for more than a decade.

DDE is a solutions-oriented company with a 'full service' concept encompassing training, consultation, hardware and software systems, support and services



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